

BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

August 25, 2011

The Mississippi Department of Information Technology Services Board met in the Executive Conference Room 302 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, August 25, 2011, at 1:00 p.m. to discuss Board Meeting procedures.

Members Present:

John Hairston, Chairman

Derek Gibbs, Vice-Chairman

Rodney Pearson

Thomas A. Wicker

Members Not Present:

Lynn C Patrick

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, Internal Services Division Director

Lynn Ainsworth, Information Systems Services (ISS) Division Director

John Hairston called the meeting to order.

No actions were taken by the Board, and the meeting was adjourned by John Hairston.

The Mississippi Department of Information Technology Services Board reconvened in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, August 25, 2011, at 1:30 P.M.

Members Present:

John Hairston, Chairman

Derek Gibbs, Vice-Chairman

Rodney Pearson

Thomas A. Wicker

Members Not Present:

Lynn C Patrick

Legislative Advisors Present:

Senator Sampson Jackson, II

Representative Gary V. Staples

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, Internal Services Division Director

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Jimmy Webster, Strategic Services Division Director

Donna Nead Rogers, Special Assistant Attorney General

Jay White, Information Security Division Director

Laura Pentecost, Data Services Division Director

Roger Graves, Telecomm Services Division Director

David Johnson, ITS Business Manager

Debra Spell, ISS Technology Consultant

Paula Conn, ISS Technology Consultant

Renee Murray, ISS Technology Consultant

Teresa Washington, ISS Technology Consultant

Ravaughn Robinson, ISS Technology Consultant

Anthony Hardaway, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Gary LeBlanc, ISS Technology Consultant

Caren Brister, Strategic Services Division

Debra Brown, Strategic Services Division

Kevin Gray, Strategic Services Division

Mike Hatch, Data Services Division

Others Present:

Clay Johnston, Mississippi Department of Public Safety

Claudia Garret, Mississippi Department of Public Safety

Luke McAlpin, Mississippi Department of Public Safety

Toby Frazier, Mississippi Department of Education

Karolyn Bridges Jordan, Mississippi Department of Education

Tim Ragland, Mississippi Department of Human Services

Barry Bounds, Mississippi Department of Human Services

Brenda Wilson, Mississippi Department of Human Services

Chris Christmas, Mississippi Department of Human Services

Valeria O'Neal, Mississippi Department of Human Services

Jackie Surrell, Mississippi Department of Human Services

Marc Wilson, Mississippi State Department of Health

Keith Junkin, Mississippi State Department of Health

Susan Wilks, Mississippi Department of Revenue

Patsy Holeman, Mississippi Department of Revenue

Janice Fitzgerald, Cellular South

Jennifer Hinman, Cellular South

Scott Cook, AT&T

Mark Hollingsead, Ciber

Lee Ann Mayo, Capitol Resources

Candice Whitfield, Governor's Office

Agenda Item No. 1: John Hairston called the meeting to order and directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on July 28, 2011.

On motion by Rodney Pearson and second by Derek Gibbs that the minutes of the July 28, 2011 meeting be approved as written:

Motion carried; unanimously.

Agenda Item No. 2: Debra Spell presented a request to increase the amount of the protest bond for RFP No. 3641-38942 for the modernization of the current commercial driver license (CDL)

and non-commercial (DL) driver license system for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**. The staffs of ITS and MDPS jointly request approval to increase the Protest Bond amount from the \$250,000.00 default to \$2,500,000.00 for RFP No. 3641-38942 for the modernization of the current commercial driver license and non-commercial driver license system for the **MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS)**.

On motion by Rodney Pearson and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 3: Tangela Harrion presented an overview and request to issue RFP No. 3672-39175 for the acquisition of statewide network and technical support services for local school districts for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**. The staffs of ITS and MDE jointly request approval to advertise and publish RFP No. 3672-39175 for the acquisition of statewide network and technical support services for local school districts for the **MISSISSIPPI DEPARTMENT OF EDUCATION (MDE)**.

On motion by Derek Gibbs and second by Tom Wicker that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 4: Tangela Harrion presented the evaluation and recommendation for proposals received in response to LOC Number 39071 based on General RFP No. 3645 for the acquisition of consulting services for the **MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS)**. The staffs of ITS and MDHS jointly recommend the selection of Ciber, Inc., as the lowest and best Vendor responding to LOC Number 39071, to provide consulting

services for the following positions; 1 Database Administrator, 5 Senior Programmer Analysts and 1 GIS Programmer Analyst for a three-year lifecycle of \$3,399,798.36.

On motion by Tom Wicker and second by John Hairston that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 5: Paula Conn presented the recommendation for RFP No. 3538-39302 for the continuation of the Agreement with Business Communications, Inc. for one developer to provide server and hardware support for the Women, Infants, and Children (WIC) program for the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly recommend the approval of the continuation of this Agreement with Business Communications, Inc. through November 3, 2013, in an amount not to exceed \$287,040.00 for one developer to provide server and hardware support for the WIC program. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$739,486.80.

On motion by Tom Wicker and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 6: Paula Conn presented the recommendation for RFP No. 3538-39303 for the continuation of the Agreement with Advanced Systems Design, Inc. for one developer to provide server and hardware support for the Technology Infrastructure Support (TIS) Department of the **MISSISSIPPI STATE DEPARTMENT OF HEALTH (MSDH)**. The staffs of ITS and MSDH jointly recommend the approval of the continuation of this Agreement with Advanced Systems Design, Inc. through October 16, 2013, in an amount not to exceed

\$289,120.00 for one developer to provide server and hardware support for the Health Informatics program. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$722,800.00.

On motion by Rodney Pearson and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 7: Ravaughn Robinson presented the recommendation for RFP No. 3018-39399, for the continuation of the Agreement with FYX, Incorporated for remote helpdesk, software support and professional services for **MISSISSIPPI DEPARTMENT OF REVENUE (DOR), ALCOHOLIC BEVERAGE CONTROL DIVISION (ABC)**. The staffs of ITS and DOR jointly recommend the approval of the continuation of this Agreement with FYX, Inc through June 30, 2015, in an amount not to exceed \$319,600.00 for remote helpdesk, software support and professional services. With this continuation, the revised total not-to-exceed lifecycle cost of this project is \$4,573,616.00.

On motion by Rodney Pearson and second by Derek Gibbs that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 8: Teresa Washington presented the recommendation for RFP No. 3628-39437 for the continuation of the Agreement with Public Consulting Group, Inc., for the acquisition of a program manager for the statewide health information exchange for the **MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES (ITS)**. The staff of ITS recommends approval of the continuation of this agreement with Public

Consulting Group, Inc. through September 30, 2014, in an amount not to exceed \$200,000.00, for the acquisition of a program manager for the statewide health information exchange. With this continuation, the revised total lifecycle cost of this project is \$699,880.00.

On motion by Tom Wicker and second by Rodney Pearson that the staff recommendation be approved:

Motion carried; unanimously.

Agenda Item No. 9: Jimmy Webster presented the *2011-2012 Infrastructure and Architecture Plan*.

The Board acknowledged Agenda Item No. 10 regarding the *IT Position Report by Agency* and *IT Position Report by Class* for Fiscal Year 2011.

The Board acknowledged Agenda Item No. 11 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

The Board discussed Agenda Item No. 12 regarding verification of Quorum for next ITS Board Meeting scheduled for Thursday, September 29, 2011.

On motion by Rodney Pearson and second by Tom Wicker that the following per diem and expenses be approved:

Derek Gibbs - per diem and expenses for 1 day;

Board Meeting, August 25, 2011.

John Hairston - per diem and expenses for 1 day;

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Rodney Pearson - per diem and expenses for 1 day;

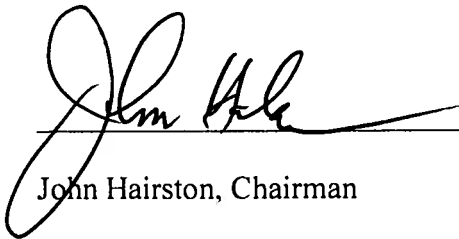
Board Meeting, August 25, 2011.

Tom Wicker - per diem and expenses for 1 day;

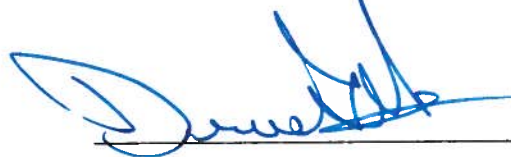
Board Meeting, August 25, 2011.

Motion carried; unanimously.

There being no further business, the meeting was adjourned by John Hairston.



John Hairston, Chairman



Derek Gibbs, Vice-Chairman